

UIS Registry

83-098

9 FEB 1983

DD/A Registry

83-0420

DD/A REGISTRY  
FILE: 70-1

MEMORANDUM FOR: Deputy Director for Intelligence  
Deputy Director for Science and Technology  
Director of Information Services  
Director of Security  
Executive Secretary

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Information Security Oversight Office Inspection

1. A representative of the Information Security Oversight Office (ISOO) will conduct an inspection of some Agency components on 8-11 March 1983. The inspection will focus on safeguarding national security information, security education, and classified document markings. In addition, ISOO is interested in the Agency's declassification guidelines and our use of Executive Order 12356 as a justification for withholding information from Freedom of Information Act requesters. As in previous years, the inspection will be conducted in accordance with the "Procedures for Access to CIA Information by ISOO Personnel" (copy attached).

STAT

2. The ISOO representative, [redacted] has discussed the inspection with members of my staff and has expressed a desire to visit the following components on the dates indicated:

- March 8 - Office of Development and Engineering (Registry)  
Office of Soviet Analysis (Registry)
- March 9 - Executive Registry  
DDI Records Management Officer
- March 10 - Office of Security (Special Security Center)  
Office of Central Reference (ADSTAR)
- March 11 - Office of Information Services (Information and Privacy  
Division, Classification Review Division, and Records  
Management Division)

83-0420

3. Please forward by COB 25 February the names of the individuals within your components who may be contacted concerning the agenda and time for the ISOO inspection. Responses should be directed to the Agency Security Classification Officer, Records Management Division, Office of Information Services (OIS), 1236 Ames Building. If you have any questions concerning the inspections, please call

STAT

Harry E. Fitzwater

Harry E. Fitzwater

Attachment:  
As stated

STAT DDA/OIS/RMD/RSB  meh (4 Feb 1983)

Distribution:

- Original - Addressee w/att
- 1 - Each additional addressee w/att
- 1 - DDA Subject w/att
- 1 - DDA Chrono w/o
- 1 - D/OIS Chrono w/o
- 1 - RSB Subject
- 1 - RSB Chrono